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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 10 December 1953

FROM : Chief, Procurement Division

SUBJECT: Weekly Activity Report

1. GENERAL

a. Request for Price Increase, []

[] (continued item): A meeting between representatives of the subject Contractor, the Office of Communications and the Procurement Division, for the purpose of determining the extent of a price increase for [] equipment has been scheduled for 18 December 1953. The reasonableness of the amount claimed by the Contractor will be evaluated in coordination with the Office of Communications.

2. ITEMS OF INTEREST

a. Re-establishment of Foreign Procurement (continued item):

(1) [] Ammunition: No change.

(2) 1953 Shopping List: [] arms and accessories:

(a) [] Loaders (continued item): No change.

(b) Pistols [] (continued item): No change.

b. Receipt of [] Equipment (continued and completed): Delivery of the [] equipment ordered from the Air Force on Letter Orders 53-04476, 04477, 04478 and 04479 dated 2 December 1952, is steadily being effected as production by the manufacturer is completed. Since no unusual problem in the further delivery of this equipment is anticipated, the requisitions covering this equipment will fall into the routine category and will be omitted from future reports.

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d. Contracts Covered by FY 52 Vouchered Funds (continued item):

(1) Final settlement agreement signed by Contractor	1
(2) Audit received by A&I Br. Action pending on bill of material by Contractor and Commo	1
(3) Deliveries completed. Audit made but not received by A&I Br	1
(4) Deliveries completed. Audit requested	7
(5) Deliveries or services not completed	17
Total	27

e. Contracts Covered by FY 51 Vouchered Funds (continued item):

(1) Final settlement agreement signed by Contractor....	1
(2) Interim settlements made - final settlement pending	1
(3) Final settlement proposal sent to Contractor, but final agreement not reached	5
(4) Audit received by A&I Br. Analysis and action pending	2
(5) Deliveries or services not completed	1
Total	10

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f. [redacted] (continued item): No change.

g. [redacted] (continued item):

Negotiations with the subject Contractor are being continued in an effort to obtain an analysis of his bid price to insure that the final contract price is fair and reasonable for this procurement. Award of the contract to [redacted] is expected prior to 16 December 1953.

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h. Proposed Contract with [redacted] (continued item): No change.

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i. Rental of IBM Electronic Searching Selector (new item): Pursuant to instructions received from the Chief of Logistics on 4 December 1953, a letter signifying the intention of the Agency to rent the subject equipment from IBM upon its availability is being drafted and negotiations of the final terms and conditions of this letter are scheduled for Friday, 11 December 1953.

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3. PROJECTS

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a. (continued item): No change.

b. Pool of Cleared Contractors (continued item): SO/LO has advised that all but two of the initial list of 15 firms submitted for security clearances have replied to our request for necessary security data essential for contract clearances.

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4. SPECIAL PROBLEMS

c. Inaccurate Nomenclature used on Requisitions (continued item): No change.

d. Contracts Reports for Office of Communications (completed item): Monthly report on contract documents resulting from Commo actions completed and sent to Office of Chief of Logistics for signature.

5. MAJOR OBJECTIVES

a. Objectives for Calendar Year 1953 (continued item): The bi-weekly report for this item will be reported as due on next week's report.

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